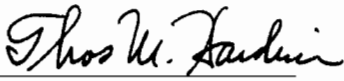


- (1) Identify the type of document (such as letter, memo, or notes)
- (2) Identify the author(s) of the document.
- (3) Identify the sender(s) of the document.
- (4) Identifying each recipient of the document.
- (5) The date(s) on which the document was prepared.

- (6) A brief description of the nature and subject matter of the document(s)
- (7) The circumstances upon which the claim of work product protection is based.

BY THE COURT:


for Hon. William Standish, J.

Dated: